



ROCKY MOUNTAIN COORDINATING GROUP

Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regions)
Bureau of Land Management (Colorado and Wyoming)
Fish and Wildlife Service (Mountain-Prairie Region)
Forest Service (Rocky Mountain Region)
National Park Service (Intermountain and Midwest Regions)
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

ROCKY MOUNTAIN COORDINATING GROUP CHARTER

Mission Statement

The Rocky Mountain Coordinating Group (RMCG) is established to promote the management of wildland fire and all-risk incidents through interagency cooperation, communication and coordination in the Rocky Mountain Area (RMGA). The RMGA is defined as that area inside the Rocky Mountain Region of the National Forest System boundaries.

Membership:

The RMCG will be composed of a designee from each of the following agencies:

- Bureau of Indian Affairs (Southwest, Rocky Mountain, and Great Plains Regions)
- National Park Service (Intermountain and Midwest Regions)
- Fish and Wildlife Service (Mountain-Prairie Region)
- Bureau of Land Management (Colorado and Wyoming State Offices)
- State Forestry (Colorado, Kansas, Nebraska, South Dakota and Wyoming)
- Forest Service (Rocky Mountain Region)

The role of each member is to represent their respective agency administrator in the interpretation of individual agency authorities and application of policy for all aspects of wildland fire and all-risk management. There will be occasions when some agencies are limited statutorily to participate in all risk incidents.

RMCG Roles and Responsibilities:

1. Provide interagency leadership and coordinate implementation of current policies, directions and standards for wildland fire management and all-risk management activities.
2. Identification and resolution of interagency incident management issues.
3. Request technical advisors to assist in the resolution of issues and/or decisions as needed.
4. Facilitate efficiencies in all incident operations at all levels, including, **but not limited to:**
 - Type I and II Incident Commander and Team approval
 - Provide oversight to the Rocky Mountain Area Coordination Center (RMACC)
 - Activate the geographic area Multi-Agency Coordination Group (GMAC)
 - Provide oversight and approval of the RMGA Mobilization Guide
 - Interagency Hotshot Crew (IHC) certification and de-certification
 - Rocky Mountain Area Predictive Services



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5. Ensure RMCG decisions that affect individual agencies will be reviewed and approved by affected agency administrator(s) before implementation.
6. Serve as the point of contact in the RMGA for the National Multi-Agency Coordinating Group (NMAC) and the National Interagency Coordination Center (NICC).
7. Utilize the RMACC as a central source of information and assistance for conducting wildland fire management and all-risk management activities.
8. Recognize outstanding contributions and or performance in the areas of interagency wildland fire management and all-risk management.
9. Review RMCG charter annually.
10. Facilitate efficiencies and cooperation in the following areas:
 - Firefighter and public safety
 - Fuels and smoke management
 - Community assistance
 - Firefighter capability
 - Restoration and rehabilitation
 - Prevention and education
 - Wildland Fire Use

RMCG Operations:

Officers:

Based on the following order, a Chairperson will be chosen to serve a one-year term. A Vice-Chair will be the representative from the next agency in line, and will assume the chair position as it becomes vacant. Terms will be based on a calendar year. Interim vacancies will cause the rotation of the Chair and Vice-Chair to move accordingly.

STATE, South Dakota
FWS, Mountain-Prairie Region
STATE, Kansas
USFS, Rocky Mountain Region
STATE, Wyoming
NPS, Intermountain and Midwest Regions
BLM, Wyoming
STATE, Colorado
BIA, Southwest, Rocky Mountain and Great Plains Regions
BLM, Colorado

The chairperson is responsible for calling meetings, calling for items and setting the agendas, running the meetings and/or appointing a facilitator, conference calls, and follow-up on action items. He/she will also sign appropriate RMCG documents/correspondence representing all member agencies.



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The vice-chair will serve in the absence of the chairperson, will be in charge of the Awards Program, and will coordinate the Spring Fire Management Meeting agenda for the year he/she is Vice Chair.

A Business Manager for RMCG will be hired/retained pending availability of funds. The USFWS will host the position and provide administrative supervision/services. Funding for salary will be provided on an interagency basis.

The Business Manager will take RMCG-related direction from the Chairperson. Recurring duties will include taking and distributing meeting minutes, maintaining annual RMCG calendar and ensuring website is up-to-date, managing meeting and workshop logistics including pre-work, facilities locations and contracts, and maintaining official RMCG files and records. This position will also manage logistics of the awards program.

Members:

Maintain active participation in RMCG.

Serve as a Liaison to Dispatch Centers and Standing Committees as assigned.

Multi-Agency Coordinating Group (MAC):

Each member agency will be represented on the Multi-Agency Coordinating Group (MAC) through a delegation of authority from their agency administrator.

Conflict of Interest

RMCG members are expected to express opinions on different issues based upon their professional knowledge and the interests of the Agency they represent. However, biased opinions concerning issues which may affect the personal interests of the member are considered unprofessional and may conflict with the best interests of the Interagency fire community as a whole (Conflict of Interest).

Therefore, members are expected to abstain or recuse themselves from any issue in which they have a Conflict of Interest. This would include, but is not limited to, participating in an investigation or deliberation, establishment of an adverse policy, and/or drafting of corrective action regarding 1) any group of which they are a member, including RMA Incident Management Teams, 2) their personal fire qualifications or eligibility to participate in an activity, and/or 3) the qualifications, eligibility or participation of any person with whom they have a close personal relationship.

Members who do not remove themselves from these situations may be required to do so by the majority of the RMCG membership.

Meetings:

The RMCG meetings schedule and calendar of events will be set in the fall, annually. The calendar will serve as the guiding document for annual meetings and activities.

Hosting of meetings will rotate around the RMCG membership.



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Additional meetings and conference calls may be called as needed.

Permanent Standing Committees:

Interagency Standing Committees are established through RMCG direction. Issues and concerns of mutual interest will be assigned to the appropriate committee by RMCG. The RMCG will provide direction, oversight, and a Liaison to each Standing Committee. RMCG will dissolve any committee when determined it is no longer effective.

Each Committee will have a charter with a mission and a purpose statement. Committee charters will be modified/approved by the RMCG and are an appendix to this charter. Committees will elect a Chairperson. Minutes of meetings will be taken and distributed to Committee members, the RMCG Business Manager, and Chairs of other Standing Committees.

The approved Committees:

1. Aviation
2. Dispatch
3. Fuels and Fire Use
4. Incident Business Management (combined with RM and Great Basin Areas)
5. Information/Education
6. Operations
 - Subcommittee - Incident Management Teams (IMT)
7. Training
8. Fire Program Analysis (FPA)

Task Groups

RMCG and Committees may appoint Task Groups. A Task Group, upon completion of its assignment shall sunset.

Expenses:

Except as outlined above for hosting meetings, the costs of salary, travel, per diem, and operating expenses for the RMCG, Committee, and Task Group members will be borne by each agency.

Member agencies will try to contribute their fair share of the costs of operations of RMCG, its meetings, Dispatch Centers, the Business Manager, special equipment, and awards.

RMCG will evaluate alternatives to cover costs of special projects.

Appendices:

- I. Award Criteria
- II. Standing Committee Charters



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Approval:

Regional Director, BIA, Southwest Region

Date

Regional Director, BIA, Rocky Mountain Region

Date

Regional Director, BIA, Great Plains Region

Date

Director, NPS, Intermountain Region

Date

Director, FWS, Mountain-Prairie Region

Date

State Director, BLM, Colorado

Date

State Director, BLM, Wyoming

Date

Regional Forester, USFS, Rocky Mountain Region

Date

State Forester, Colorado

Date

State Forester, Kansas

Date

State Forester, Nebraska

Date

Wildland Fire Coordinator, South Dakota

Date

State Forester, Wyoming

Date



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Appendix I -- RMCG Award Criteria

Categories:

Type 1 & 2 incident management team members:

When team members have completed a minimum of one three-year commitment, they will receive a certificate of appreciation recognizing their service. Upon recommendation of the appropriate Incident Commander, certain members who have served their term in an outstanding/above normal manner, may receive a special plaque award. Members may receive more than one award, each specific to that service.

Participants in the IMT program for less than a three-year commitment, *may* receive a certificate of appreciation if approved by the Incident Commander.

Awards will be issued during the spring RMCG/Team meeting.

Other/Special Service:

Individuals having made a significant contribution to the betterment of interagency fire management concerns in the Rocky Mountain Area may receive a certificate of appreciation or a plaque as determined by the RMCG. These may be issued at any time, depending on the circumstances.

Process:

The RMACC coordinator and Incident Commanders will track team members for the RMCG, and will inform the group when someone has met the criteria for an award. Names will be presented to the RMCG at the winter meeting. Other nominations, with appropriate justification, may be brought to the RMCG by anyone, and as circumstances warrant. Those awards can be presented at any appropriate time and/or place.

Logistics:

Plaques and Certificates of Appreciation will be stored at RMACC. The medium, printing, engraving, etc. will be purchased by interagency efforts. The value of agency purchases will be considered a contribution to the agency's fair share of RMACC operating expenses.